



How to contact Congress

Phone calls

Phone calls are an effective way to express your views, especially when an issue is urgent.

- **Call the legislator’s office in Washington, D.C. or the local district office.** You can look up phone numbers for each of these offices on your legislator’s website. One easy way to call the D.C. office is through the Capitol Switchboard: dial (202) 224-3121 and ask to be transferred to your legislator’s office.
- **Introduce yourself.** State your name and hometown so that the office can identify you as a constituent.

- **Keep your message clear and brief.** State the purpose of your call. Be clear what action you are asking the member of Congress to take (e.g., co-sponsor a particular piece of legislation, vote yes on an upcoming bill). Cite the bill number when possible.
- **Be respectful.** Even if you disagree with your legislator on an issue, be sure to respectfully convey your message.

Emails

Sending an email is an easy way to communicate with your legislators. To receive action alerts and sample letters from the MCC U.S. Washington Office, [sign up here](#).

- **Keep your message clear and brief.** State your purpose. Be clear what action you are asking the member of Congress to take (e.g., co-sponsor a particular piece of legislation, vote yes on an upcoming bill). Cite the bill number when possible.
- **Personalize your message.** If you are starting with sample text, take time to personalize it if at all possible. Describe how your experience, observations or Christian faith shapes your concerns. Include connections to your home community when possible.
- **Ask a question.** If you want more than a cookie-cutter response, raise a specific question. A well-stated question can express a viewpoint and, at the same time, stimulate a response.
- **Say “thank you.”** When your legislators vote the way you wanted or take a courageous stand, be sure to send them a quick thank you message.



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